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| A close up of a sign  Description automatically generated | **World Radiocommunication Conference (WRC-23)Dubai, 20 November - 15 December 2023** |  |
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| PLENARY MEETING | **Document 57-E** |
|  | **21 September 2023** |
|  | **Original: English** |
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| Note by the Secretary-General |
| General Rules of Conferences and the Use of AUDIOVisual Aids |

Attention is drawn to the General Rules of Conferences, Assemblies and Meetings of the Union (included in the ITU publication “[Collection of the basic texts of the International Telecommunication Union” (2023 Edition](https://www.itu.int/pub/S-CONF-PLEN))), as well as in Document [WRC-23/56](https://www.itu.int/md/R23-WRC23-C-0056/en), which provides details on the participation of observers according to Resolution 145 (Antalya, 2006). Conference participants are reminded that the aforementioned provisions will apply during Conference sessions.

Moreover, to facilitate the application of said rules, the Conference secretariat will provide delegations and observers, as appropriate, with certain audiovisual aids which are intended to be used as follows:

– Microphones in the room will be programmed and assigned to delegations and observers per the seating plan for exercising their respective participatory rights in accordance with the ITU’s rules and procedures. In the event where microphones are not available, large yellow placards with country/organization/entity codes printed on them in black will be made available for the same purpose;

– Small yellow cards with black squares printed on them will be provided to those Conference participants entitled to raise points of order or motions of order, as appropriate and in accordance with ITU’s rules and procedures;

– Small white cards with red squares printed on them will be issued to Member State delegations having the right to vote at the Conference. These will be used only in the event of a vote by show of hands.

Your cooperation in the use of these audiovisual aids will assist the Conference secretariat and will be conducive to an orderly conduct of Conference sessions.

 Doreen BOGDAN-MARTIN
 Secretary-General